

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 428-8713

Fax: (540) 347-5753

NOTICE OF CONTRACT AWARD

1. DATE: November 3, 2003
2. COMMODITY NAME: Elevator Maintenance and Repair Services
3. CONTRACT NUMBER: 22-04smc
4. SUPERCEDES: 20-98smc
5. CONTRACT PERIOD: November 3, 2003 through November 30, 2004
6. RENEWAL OPTIONS: Four (4) one-year renewals
7. CONTRACTOR: Elevator Technologies, Inc.
FCG&PS VN: 634980 824 Main Avenue
FIN# 52-1908770 Hagerstown, MD 21740
PH 301-582-0277
FX 301-797-3222
8. TERMS: Net 45
9. FOR FURTHER INFORMATION CONTACT: Susan Monaco, CPPB
PH (540) 428-8713

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

By: _____
Susan R. Monaco, CPPB
Senior Buyer, FCG&PS Procurement

INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 428-8717 or 8720.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a “Not to exceed” estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection of services provided and approval of contractor’s invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of service, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier. The detailed Scope of Work, Section 2.0 of IFB#22-04sm, outlines all responsibilities of the Contractor. A copy of the original IFB may be obtained from the buyer listed on the front of this notice.
5. Renewals: Four (4) one-year renewals remain on this contract. The contract will be renewed by mutual agreement of both parties, approximately sixty days prior to expiration of the current contract term, with input and approval from FCG & PS Using Departments.
6. Price Adjustments: Changes to contract prices will be negotiated only at the time of renewal. All price increases must be approved by the contract officer. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.
7. Use of Contract by Other Political Jurisdictions: This clause is contained in IFB#22-04sm, which became this contract. This contract may therefore be extended to Northern Virginia, Metropolitan Washington Council of Governments jurisdictions and other jurisdictions and Political Subdivisions of the Commonwealth of Virginia with the authorization of the Contractor. FCG&PS acts only as the “Contracting Agent” for these jurisdictions and political subdivisions.

CONTRACT #22-04smc, Elevator Maintenance & Repair Services
PRICING SCHEDULE

<u>LOCATION</u>	<u># OF UNITS</u>	<u>PRICE PER MONTH PER LOCATION</u>	<u>ANNUAL COST (12 months) PER LOCATION</u>
Fauquier High School	2	<u>\$ 178.50</u>	<u>\$ 2,142.00</u>
Taylor Middle School	1	<u>\$ 89.25</u>	<u>\$ 1,071.00</u>
Warrenton Middle School	1	<u>\$ 89.25</u>	<u>\$ 1,071.00</u>
Fauquier County Library	1	<u>\$ 89.25</u>	<u>\$ 1,071.00</u>
General District Court	1	<u>\$ 89.25</u>	<u>\$ 1,071.00</u>
Circuit Court	2	<u>\$ 199.50</u>	<u>\$ 2,394.00</u>
Fauquier County Govt. Building	1	<u>\$ 99.75</u>	<u>\$ 1,197.00</u>
Juvenile & Domestic Relations Court	1	<u>\$ 89.25</u>	<u>\$ 1,071.00</u>
Liberty High School	1	<u>\$ 89.25</u>	<u>\$ 1,071.00</u>

Total Annual Cost for all units: \$ 12,159.00

Item #2. Rates for Other Repairs, Section 2.6:

2.1 Firm, hourly rates for the provision of services outside the scope of monthly preventative maintenance, during regular hours, Monday through Friday, 8:00 a.m. through 4:30 p.m.

Elevator Mechanic: \$ 90.00/Hr.
Assistant/Helper Mechanic: \$ 70.00/Hr. (Crew Rate: \$160.00/Hr.)

Overtime: Hours during times other than those listed above, worked only at the request of the Owner:

Elevator Mechanic: \$ 153.00/Hr. Double Time (Sundays/Holidays)
Assistant/Helper Mechanic: \$ n/a/Hr. Elevator Mechanic: \$ 170.00/Hr.
Crew Rate: \$ 295.00/Hr.

2.2 Percentage Discount off Manufacturer's List price, for repair parts needed for Other Repairs:

Dover parts: 25% Otis parts: 25%